



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

IN REPLY REFER TO

5300
Ser N43/3U573964
08 October 2003

From: Director, Fleet Readiness (N43)

Subj: STATUS OF RESOURCES AND TRAINING SYSTEM - NAVY (SORTSREPNV)
MISSION ESSENTIAL PERSONNEL LIST (MEPL)

Ref: (a) NTTP 1-03.3 (REV A)

Encl: (1) Aviation Unit MEPL
(2) Surface / Miscellaneous Unit MEPL
(3) Submarine / Support Unit MEPL
(4) Special Warfare Unit MEPL
(5) Naval Construction Unit MEPL
(6) Naval Reserve Unit MEPL
(7) Naval Network Unit MEPL

1. **Purpose:** To promulgate the Mission Essential Personnel List (MEPL) to be used by reporting units for assessing personnel readiness per reference (a).

2. **Cancellation:** CNO ltr 5300 ser N62/1U556769 of 02 Feb 2001.

3. **Effective Date:** This letter is effective 1 Oct 2003 and remains in effect until superseded by another CNO (N43) letter with the same subject. Enclosures (1) through (7) may be individually re-distributed by CNO (N43) if the appropriate Type Commander (TYCOM) requests changes via Commander, Fleet Forces Command (CFFC). A new "as of" effective date will appear on the modified enclosure.

4. **Action:**

a. TYCOMS will distribute enclosures to applicable reporting units for use in assessing personnel readiness per reference (a).

b. Reporting units will use the appropriate MEPL in conjunction with the TYCOM Readiness Management System (TRMS) input tool for SORTSREPNV generation. When not all units in a class type are authorized a rating or NEC, the note "as required"

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is used in the MEPL. These ratings or NECs should only be used in readiness computations if authorized by the unit's Activity Manning Document. The ratings listed under the column titled "Essential Ratings" will be used in all rating computations; ratings or NECs under the column heading "Critical Ratings/NECs" are to be used for NEC computations. Reference (a) chapter 4 provides detailed guidance on performing these computations.

5. Changes:

a. TYCOMs will review applicable enclosures on a periodic basis, with the initial review to be completed no later than six months from the date of this letter. Subsequent reviews will be conducted on six-month intervals. Any requested changes or proposed deviations from enclosures (1) through (7) shall be forwarded to CFFC for review to ensure reporting consistency throughout the force. CFFC shall consolidate accepted changes/deviations and forward updated enclosures to CNO for approval and distribution.

b. Discrepancies in enclosures (1) through (7) should be addressed by reporting units via the applicable TYCOM. Unit omission should also be addressed with the applicable TYCOM for reporting direction and inclusion in future MEPL updates.



D. T. HART, JR.

Rear Admiral

Director, Fleet Readiness Division

Distribution:

SN DL	A3	(CNO N12, N41, N42, N44, N60, N75, N76, N77, N78)
	A5	(COMNAVPERSCOM N12, EPMAC)
	20A	(COMFLTFORCOM N1, N3, N4, N7, N8)
	20A	(COMNAVNETWARCOM N1, N3, N4, N7, N8)
	21A1	(COMLANFTLT N1, N3, N4, N6, N7, N8)
	21A2	(COMPACFLT N1, N3, N4, N6, N7, N8)
	21A3	(COMUSNAVEUR N1, N3, N4, N7, N8)
	22A1	(COMSECONDFLT N1, N3, N7, N8)
	22A2	(COMTHIRDFLT N1, N3, N7, N8)
	23C	(COMNAVRESFOR N1, N3, N7, N8)

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Distribution(cont'd):

24A (COMNAVAIRFOR N1, N3, N4, N7, N8)
24A1 (COMNAVAIRLANT N1, N3, N7, N8)
24D (COMNAVSURFOR N1, N3, N4, N7, N8)
24D1 (COMSURFLANT N1, N3, N4, N7, N8)
24G (COMNAVSUBFOR N1, N3, N4, N7, N8)
26A1 (COMPHIBGRU TWO N1, N3, N4, N7, N8)
26A2 (COMPHIBGRU THREE N1, N3, N4, N7, N8)
39A (COMNAVCONFORCOM N1, N3, N4, N7, N8)
41B (MSCLANT, MSCPAC)
42RR (COMNAVAIRRESFOR N1, N3, N7, N8)
50D (CONAVSPECWARCOM N1, N3, N4, N7, N8)